
Club Rules

These are additional rules to the Rules and Regulations of Cercle des Élèves de l'École des Mines d'Alès. It indicates the rules that must be followed by any club of Cercle des Élèves and signed by any president of a club.

Article 1 – Relevant legislation

Any club is subject to the same regulation imperatives as Cercle des Élèves itself. Every president vouches for the respect of these imperatives within his club.

Article 2 – Participation in Cercle's clubs

All clubs are open to any student recognised as such by IMT Mines Alès. Every student can therefore take part in club activities.

Article 3 – Club committees

The committee of a club is made up of the people responsible for fulfilling its objectives. Its members are specified in the identity form ("Fiche identité") of the club and must have subscribed to Cercle des Élèves. The committee has to be renewed every year. This article presents the terms and conditions for the election of a new committee.

Regarding "Bureau de l'Intégration", "Festival de la Meuh Folle", "Gala de l'École des Mines d'Alès", "Trophée Orlandini" and "Week-End Ski", whose purpose is to organise an unique major event, entailing a significant financial secondment from Cercle des Élèves, the terms and conditions for the election of a new committee are the following:

- The outgoing committee shall, before the opening of the application period, give the list of vacant posts, the means of communication, and the voting system that will be used, to Cercle des Élèves. The election system for Bureau de l'Intégration can involve lists of people instead of role-per-role elections.

- Applications must be accepted through a means of communication that is accessible to all members of Cercle des Élèves. Any person that is a member at the time of the elections shall be able to stand in the elections.

- The announcement for the opening of the application period must specify clearly the list of vacant posts in the committee of the club. The committee must include a unique president, and at least one treasurer.

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- The application period must last at least one week.
 - Every candidate must be allowed to introduce themselves and express their motivation to all voters.
 - The vote shall be opened to all members of Cercle des Élèves. Festival de la Meuh Folle and Gala de l'École des Mines d'Alès can be exempted from this obligation. The members of the committee of these clubs can, based solely on motivation, ability and involvement shown by the candidates during the year, elect the new staff by themselves.
 - The announcement of the results shall be made through a means of communication that all members can access.
 - The precise results of the vote must be made public as soon as the results are announced. Festival de la Meuh Folle and Gala de l'École des Mines d'Alès can be exempted from this obligation also.

The committees of the other clubs are elected by the outgoing committee, except for the BDS and BDA, for which the terms and conditions of an election are clarified in the Campaign Rules (additional rules n°3).

In the case where a member of a committee's function is terminated, Cercle reserves the right to decide on the terms and conditions for reforming the committee. If Cercle does not give any opinion, the decision is up to the remaining members of the committee.

Article 4 – Responsibility of the staff

Taking part in a club involves knowing its characteristics (purpose, inner workings,...) The staff may be blamed in the case of a serious and detected malfunction. The practicable sanctions are mentioned in the article n°5 of the Rules and Regulations. The cases in which the staff can be blamed include serious organisational errors, disregard for the club's inner workings and purpose, expenses that either are irrelevant to its activity or exceeding the budget granted by Cercle des Élèves, personal profit for one or several members and all discriminatory actions towards a member of the club.

Article 5 – Identity form

Any new club must give Cercle des Élèves its identity form.

A template showing all required information can be obtained from the "Responsible Associations" of Cercle des Élèves.

In the case of a change in the information provided in the form, especially after the yearly renewal of the committee or a change in inventory, the club must provide Cercle des Élèves with the new identity form.

A club is considered as non-existing when its identity form has not been provided.

Article 6 – Affiliation to Cercle des Élèves

Cercle des Élèves is the only and the unique legal entity representing the clubs. The clubs can not sign any contracts, and should respect the contracts signed by Cercle des Élèves.

All the clubs should use the means of payment used by Cercle des Élèves, including online ticketing and the face-to-face payments at events they organise, unless otherwise specified in the involved partnership's conventions.

In addition, the equipment or materials bought by the club as part of its activities belong to Cercle des Élèves and can not belong to any individual, even if the club stops its activities.

Article 7 – Club Funding

The clubs are eligible for a grant from Cercle des Élèves. To obtain the grant, the club's committee should contact the "Responsible Associations" of Cercle des Élèves with a presentation. If the grant request is for a punctual event funding, the request should be done at least 1 month before the planned date of the event. The presentation must contain :

- An overview of the treasury management of the club.
- The purpose of the grant and a justification of the amount claimed.
- The justification of the expense should be for the objectives of the club and Cercle des Élèves.

The club has to justify each of its expenditures as part of its activities with Cercle des Élèves. Every expenditure that doesn't relate to the activities of the club or exceeding the allocated budget have to, according to Cercle des Élèves' decision, be repaid by the club staff.

Cercle des Élèves can request the financial statement of the club from the club's committee and verify that the regulations are respected.

Article 8 – Equipment and premises loans

Cercle des Élèves is allocated certain rooms, by Mines Alès Alumni, located at the Maison des élèves at 572 Chemin du Viget, 30100 Alès, the address of the association's head office.

For any afterwork, party or other event awaiting participation from the members of Cercle as a whole must be the subject of a request to an Event Manager of Cercle des Élèves , who will decide whether or not to grant a reserved date for the said event.

For the events that require the Salle de Boum, or SdB, to be made available, a 500€

(five hundred euros) deposit in the form of a personal cheque written to Cercle des Élèves de l'École des Mines d'Alès must be given to an Event Manager, Treasurer or the President of Cercle by a member of the club's staff. This deposit cheque will only be cashed in in the case of proven fault on the part of the event organiser and after failure to find an amicable solution. The handing-over of this cheque is necessary for the loan of the keys of the SdB. The room must be completely tidied and cleaned before the next event taking place in the hall, ideally the day after the event. The keys can then be returned to an Event Manager or to the President of Cercle des Élèves, the deposit will then be returned.

The long-term loan of one of these rooms to a club must be requested from the Board of Directors in the same manner as a grant application.

Any club is eligible for a loan of equipment held by Cercle des Élèves. The request have to be done with an event manager of cercle des Élèves. A personal deposit cheque payable to the Cercle des Élèves of École des Mines d'Alès must be given to the event manager in charge, Treasurer or President of Cercle by the responsible of the club. The cheque be in an amount determined by mutual agreement between the responsible of the club and the Event manager, Treasurer or President. It will be returned after the loaned equipment has been returned in good condition.

The responsibility of the club's committee will be questioned for every material degradation noted and proven. the applicable sanctions are specified in article 5 of Rules and Regulations.

Two rooms in the coworking space are available for reservation by the clubs at least 48 hours before the scheduled time.

Article 9 – Publications

Cercle des Élèves reserves the right to inspect the publications made by the clubs and can ask the club to delete a publication which it considers harmful or dangerous for the association.

Article 10 – Acceptation of club rules

The responsables of the club should inform the members of the club of the rules of the functioning and to monitor them. The president make a commitment, by signing these regulations, to respect and uphold its terms by the other members of the club.